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ASSOCIATION OF TEACHERS IN COLLEGES AND DEPARTMENTS OF EDUCATION

Recommendations of the Sub-Committee appointed by the Principals' Panel to
consider the question of the salaries of non-teaching staff in
Training Colleges.

The full and helpful replies to the recent questionnaire have enabled the Sub-Committee to make a detailed scrutiny of the present staffing position and salaries.

As on previous occasions, these replies reveal a bewildering variety of nomenclature, and of range and distribution of duties as between one post and another. We have also noted a disquieting variation between comparable Colleges, both in size of establishment and scale of salaries.

In the paragraphs that follow, we propose as before to deal with three general categories of non-teaching staff. (1) Those primarily concerned with domestic administration (including the care of students' health); (2) those mainly concerned with secretarial and clerical work; (3) those concerned with library administration.

I DOMESTIC ADMINISTRATION.

(A) Senior Posts.

It is impossible to exaggerate the importance of such posts (especially those in residential Colleges). They carry a burden of cares and responsibilities that have steadily increased since the war, and the holders of them need to be people of good training and experience, with exceptional administrative ability. We were, therefore, the more disquieted to note from the figures received no general advance (apart from a few isolated instances) on salaries paid in 1955. Such improvement as could be noted as a rule shows little correspondence with the rise in teaching salaries, or with the importance of these posts in relation to College life as a whole. We are much concerned too at the over-wide variation of salaries paid for such posts. (A careful analysis of a large representative sample of replies shows minimum salaries ranging from £400 - £880).

We believe that every Governing Body and L.E.A. should be made aware of the need, not only to deal justly with present holders of posts, but also to safeguard and stimulate future recruitment. At present the type of applicant whom the Colleges would most welcome may well be discouraged by comparing the salaries offered with those obtainable e.g. for certain posts in the school meals service where duties are also less heavy and hours far less long. The situation seems to us extremely serious, and if not soon rectified, liable to bring about a general breakdown in College administration.

In view of the present wide range of duties and salaries, we do not wish to make detailed suggestions as to figures, beyond expressing our conviction that no salary attached to a senior post should fall below £500 - £600 per annum plus full board residence; and that for the great majority of such posts it should be equated with the Pelham (Lecturers') scale as is already the case in a few colleges.

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(B) Assistant Posts.

These again show an over-wide variation of salaries for comparable duties (maximum ranging from £325 to £522). It must be remembered that many of these assistants have to serve as deputies, when need arises, to the senior domestic administrators.

We recommend that the scale for such posts should be generous enough to recognise such services and also to give young people an incentive to settle down and gain experience for a reasonable period before attempting to move to senior posts; and that therefore the difference between the maximum assistant salary and minimum senior salary should not be as great as it sometimes is at present (e.g. we noted in one College a difference of £610 per annum between such posts).

For the beginner's posts, held by third year I.M.A. students and carrying no great responsibilities, we consider the recommendations of the I.M.A. (i.e. a minimum of £180 per annum with full residential emoluments) to be hardly adequate, and would recommend a minimum of £200 with full emoluments.

In posts involving responsibility for health, we recommend that a State Registered Nurse should be paid at the rate of a Ward Sister; and others according to qualifications at the rate of either a State Enrolled Assistant Nurse or a Nursing Auxiliary (Whitley Council Scales).

II SECRETARIAL AND CLERICAL.

(A) Senior Posts.

The senior posts in this category carry a considerable burden of duties (often including heavy financial responsibilities). Again we have noted the wide range of salaries paid at present, and consider that many of them compare unfavourably with those attached to similar duties in the field of industry and commerce, and are unlikely to attract the really competent and well-qualified people whom the Colleges need. We, therefore, recommend that all such posts should be paid in accordance with an appropriate NALGO grade that would ensure a minimum salary of £700 per annum and a good scale.

(B) Assistant Posts.

The majority of these are paid in accordance with NALGO grades; and we consider that this should be the generally adopted practice.

III LIBRARIANS.

We recommend that a fully trained Librarian should be paid a salary within the range of £650 - £800. If he or she is also a graduate, the Felham (Lecturers') scale would be appropriate.

General Conclusions.

We are fully conscious of the administrative difficulties in the way of higher salaries for non-teaching staff, and we, therefore, make urgent recommendations that A.T.C.D.E. should approach the matter at the national level, and press the Ministry of Education for such an increase in fees as would enable Governing Bodies and L.E.A.'s both to pay adequate salaries and also to provide a sufficient establishment of administrative staff.

CAPITAL EXPENDITURE IN THE YEAR 1957 - 1958.

College and School

Laboratory	400	
Plumbing	90	
'Nightstor' heating	102	
Equipment	<u>34</u>	626
Autoscythe		80
Games equipment shed		21
New beds (18)		<u>77</u>
		804

College (£375. contra - Old Students' Donation)

Study Bedrooms (chairs, bookshelves, tables, sockets, fires,)		743
Staff electric fires and sockets	40	
Staff furniture, carpets etc.	<u>70</u>	110
Sundry furniture, laundry facilities		92

School

Fairfield (Senior School)		
R.M.'s Study furnishings	66	
Potato Peeler	40	
Latvatory in Springfield	56	
Hotplate, outside light, extinguishers	<u>22</u>	184
Hill Top (Junior School)		
Furniture	30	
Skylight and chimney	21	
Sundry items	5	
Beehive 'Nightstor' heating	<u>119</u>	175

General Use

9 mattresses		32
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Low Nook

Additional plugs for Students' fires	<u>22</u>	
Approx.		<u>2,162</u>

STUDENTS' GRANTS

1959 Set

BOARD. O.V.	Monmouth	Full
BOWIE. J.	N. Riding of Yorks	Tuition (account for board to Father)
BROWN J.M.	West Bromwich	Full
CLODE M.E.	Monmouth	Full
CORNELL. J.C.	Has loan from Gentel Womans' W.&H. Soc.	
HUDSON. A.	Preston	Full
ROSS.M.	Sunderland	Full
NICHOLSON.M.	Durham	Tuition
SMITH. J.A.	Cheshire	Tuition
SPENCER.M.E. (Mrs)	Durham	Tuition plus.
VENABLES.K.	Cheshire	Tuition & £91.p.s. maint.
WOOD. P.S.	Brecon	Full
(set of 22 students)		

1960 Set

BRAITHWAITE.A.	W.Riding of Yorks	Full
COX.W.R.	Bucks	Tuition & part board
DIMMEY.A.D.	N. Riding of Yorks	Tuition & part board
DUNCALF.J.H.	Cheshire	Full
GOMME.G.H.		
Johnson.a.	Durham	Tuition
MORAN.J.C.	Leicester	Full
PARR.B.A.	Durham	Tuition plus
SCAUM.C.	Durham	Tuition
ROBINSON.M.A.	Durham	Tuition & £11.p.s. maint.
(set of 24 students)		

OVER

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1961 Set

EVANS.C.	Pembrokeshire	Part Tuition
GALE.M.	W. Riding of Yorks	Full
LONG.H.	Salop	Full
MORRIS.B.	Monmouth	Full
NEWCOMBE.K.	Monmouth	Full

(set of 24 students)

Parfitt

Parry

Moore

Orchard?